

Minutes of the Regular Meeting (via ZOOM) of the Inland Wetlands Agency on December 16, 2020

A. Roll Call

Present: Brendan Magnan, Daniel Bedeker, Ranjit Bhawe, Jim Connors, Matthew Connors, Scott Marlow, Steve Munson, and Jason Zammiello

Absent: Ken Cowden and Dave DeFlumeri.

Also Present: Joe Griffith, MaryRose Palumbo and Lisa Streit

Magnan called the meeting to order at 7:30 p.m. and reviewed the guidelines in hosting remote meetings to ensure business runs efficiently and that all statutory and administrative rules are followed:

1. In accordance with the Freedom of Information Act and Governor Lamont's executive orders, this meeting is being recorded and will be made available on the City of Milford website.
2. During this meeting, if members of the Inland Wetlands Commission would like to speak, please utilize the "raise your hand" feature via Zoom. All participants will be muted during the meeting unless recognized by the Chair.
3. After being recognized to speak, please state your name and address prior to making a statement.

B. Pledge

All stood for the Pledge of Allegiance.

C. Public Comments

None.

D. New Business

1. Educational Updates

MaryRose reported that as with everything this year, the training options for Land Use Commissioners has become virtual. It is important that the IWA Commissioners are trained to fully understand their and the Agency's responsibilities under the Statutes. Milford is quite fortunate to have their Commissioners, all as volunteers that have shown a commitment to their positions by attending training. This year 9 out of 11 MIWA Commissioners hold DEEP training certificates. In addition to the DEEP IWA Commissioner training the MIWA annually have staff and Commissioners attend the CT Association of Inland Wetland and Conservation Commissioner training event.

MaryRose wanted to review the training opportunities with the IWA Commissioners. These notes with the live links were distributed earlier today.

The CT DEEP has reorganized their webpage and has several links that will be helpful to Commissioners:

<https://portal.ct.gov/DEEP/Water/Inland-Wetlands/Training-for-Inland-Wetlands-Agencies>

The Municipal IW Commissioner Comprehensive Training Program. The platform is currently undergoing transition to a new learning management system but will be online again in the new year. Commissioners Bedecker and Magnan and Alderman Marlow took the training this year as

RECEIVED

DEC 23 2020

MILFORD INLAND WETLANDS

well as IWA Clerk Barbara Brown and MaryRose. They all found it to be very useful and recommend it. MaryRose will send out a notice when it is live again. Also available on the CT DEEP website are links to Continuing Education Workshops, and training videos. Links are provided below:

- [The Municipal Inland Wetlands Agency Comprehensive Training Program](#)
- [Continuing Education Workshops](#)
- [Archived Training Material](#)
- [Training Videos](#)

UConn CLEAR Land Use Academy training

Bruce Hyde from the UConn Center for Land Use Education and research (CLEAR) has put the portions of the Land Use Academy training for local land use officials online. The email was sent out in September and the link was included in the meeting minutes from 10/7. There are two classes. Currently the Basic training class is available virtually. This is a very helpful class for all Land Use Officials. <https://clear.uconn.edu/luu/index.htm>

CACIWC

The CT Association of Inland Wetland and Conservation conference is held annually on a Saturday, usually in November. This year the conference had interesting information from the CT Agricultural Experiment Station and very timely information in the Legal sessions on virtual meetings and virtual site walks. The website has links to past conferences topics and copies of their newsletters. MaryRose believes that they were going to try and add the recordings from the conference to the webpage as well.

<https://www.caciwc.org/>

Chairman Magnan and MaryRose discussed the legal session of this year's conference. Attorneys Janet Brookes and Mark Branse were positive on the virtual meetings. Done correctly they allow everyone to attend and have a better 'view' of the applicant's presentation, less canceled meetings due to weather and produce a better record should the Agency need to go to court. They felt that 'virtual site walks' with staff and the applicant's representative walking the site while the Commissioners and public watch on zoom or other virtual platform may be preferable. It allows for social distancing, creates a video record for anyone who cannot attend at the appointed time and ensures that FOI rules are followed. There will be more discussion about virtual meetings and protocols at the CT Bar Association biannual meeting on March 6th.

The attorneys also discussed ensuring that the elected members of the Commission (chair, vice-chair, and parliamentarian) are aware of the duties of the position and what that will entail in meetings and ensuring the Agency has a good record should they need to go to court.

The CT Bar Association Land Use Commissioner Training Workshop hosts their program biannually. In 2021 it will be held virtually on Saturday, March 6th. This is a very useful training to understand the legal background of the Statutes and Regulation and recent case law in IWA and PZ cases. MaryRose will let Commissioners know when we are able to sign up for the 2021 webinar.

E. Minutes

A motion was made by Connors, seconded by Munson to accept the minutes of the 10/21/2020 Site Walk and Regular Meeting as presented. The motion carried unanimously.

F. Staff Report

- MaryRose thanked everyone for their time in volunteering for the Agency. Especially working through the new process of virtual meetings this year. She appreciates the time and effort given to the City.
- The office continues to be with busy with inquiries, bond release requests and minor reviews. There have been a number of complaints received and they are being worked through in order to bring them to the Agency.
- Staff is working with Muncity, the permitting software vender to incorporate the MIWA applications into the online permitting request system – City Squared.

Site Status:

- Flax Mill Lane Bridge construction is complete. They will likely need to reseed the area in the spring.
- 0 Tanglewood Circle – mitigation monitoring is ongoing; we have received 3/10 reports (monitoring anticipated through 2023). Minor work to remove invasives was required from the December 19 monitoring report. Next report is due in Fall 2020. Removal of invasive was recommended by the site monitor. Permit holder removed invasives, but they grew back. He said he would remove them again and ensure the tree gets replanted to be reported on in the November inspection.
- Terrace Rd is ongoing
- Wheelers Woods – ongoing
- Beaver Brook Boardwalk – boardwalk and parking lot complete. Rain garden to be completed in the spring
- 63 Chester St complete - bond released
- Westmoor Rd – Complete waiting on bond release
- Sailor's Lane pump station- complete
- Daniels St (Stonebridge patio) - bond released
- Florence Av is ongoing – stone swale and galleys are installed waiting on asbuilt
- Platt Lane -bond released
- Live Oaks School - complete
- French Drive Fields – ongoing
- Lansdale Av Fields – ongoing
- 30 Bridgeport Av – ongoing
- 17 Maddox Av – ongoing
- 31 & 33 Pearl St - ongoing

MaryRose is working on potential violations that may be before the board in January.
Please remember to call or email me if you are unable to attend a meeting.

G. Chair Report

Magnan wanted to thank Ken Cowden for his 16 years of service and Barbara Brown for over 11 years of service as Agency Clerk.

The next meeting will be a Regular meeting on January 6, 2021 at 7:30 pm. via ZOOM. Please let the office know if you are unable to attend.

There being no further business to discuss, a motion was made by Connors, seconded by Munson to adjourn at 8:10 p.m.

Respectfully submitted,

Lisa Streit

These minutes have not been accepted or approved.